

APPROVED

Forest Grove Historic Landmarks Board
Community Auditorium, 1915 Main Street
January 23, 2018 -- 7:15 P.M. Page 1 of 2

Members Present: Jennifer Brent, George Cushing, Roman Ozeruga, Kelsey Trostle, Holly Tsur, Larissa Whalen Garfias (1 vacancy)
Staff Present: James Reitz
Council Liaison: Tom Johnston
Citizens Present: 02 (Timothy Rake, Melody Haveluck)

1. **Call to Order:** Tsur opened the meeting at 7:16 p.m.

2. **Citizen Communication:** None.

3. **Action Items / Discussion:**

A. **Preservation Grant Request: Samuel Todd House at 1638 Main Street (Washington County Tax Lot 1S306BC05101). Applicant: Timothy Rake. File Number 311-18-000001-PLNG.** Mr. Rake discussed his seismic upgrade project. He said he had lived in California during the 1993 Northridge quake and so was familiar with their effects, and wanted to do what he could to insure the preservation of his house. He reviewed the two bids he had received to tie the rim joists to the floor joists and the stem wall to the sill. Both bids also included earthquake-activated gas shutoff valves. He was inclined to go with the contractor with the slightly more expensive bid because he felt they were better able to communicate what they would be doing for him. **Brent/Trostle to approve a \$1,000 grant. Motion carried unanimously.**

B. **Media Outreach – Editorial Calendar:** Trostle reviewed the calendar and felt we were on track with our articles. Haveluck said she had started on the love story for a house article. It was noted that we need to provide building addresses and not just their historic names, so the readers will know which building it is.

Cushing expressed concern that the proposed Anderson Building article would not provide any new information. Ozeruga said he had lots of people talking to him about renting the building's retail space but no one has committed yet. He was advised by Johnston that there were lots of city resources available to help him find a lessee. It was decided to put the article on-hold until a renter is found, as that would provide a new angle on the article.

C. **Election of Officers:** All the current officers were willing to stay on and no one else offered to run against them, so the current officers were reelected – Tsur, chair; Brent, vice chair; and Cushing, secretary.

4. **Old Business/New Business:**

▪ Approval of HLB Meeting Minutes. The meeting minutes of December 19, 2017 were approved with minor corrections.

▪ Council Liaison Report: Johnston reported that to his knowledge there were no applicants for the Board vacancy. He said that more money had been committed to the urban renewal storefront improvement program; grants are for up to \$10,000 or up to 50% of the project cost, whichever is lesser. He noted that the aquatic center would be celebrating its 50 year anniversary this June and there will be a big party. He commented that Forest Grove has emergency shelters 4 days a week but that Beaverton, Tigard and Tualatin only had shelters 1 day a week. Lastly, he said he is still working on the cemetery historical designations; the local cemetery owners were receptive, especially when learning that there is potential State grant money available.

- FHFG Report: Melody Haveluck noted that February 5 and April 17 were the next application dates for their newsletter. She said the Friends would be happy to include Board news on their Facebook page. She closed by noting that her presidential term would be expiring soon.
- Staff Update: Reitz reported that HPNW lost much of their raw research data and they were not going to be able to complete the project as planned. He has been in contact with them to explore solutions. One that they offered was to resign from the contract as well as some other options such as only doing a partial completion of the contract. Reitz said he had been in contact with SHPO staff to advise them of the situation; they noted that everything has to be completed by August 31 so if the contract deliverables were submitted by June 15 (to allow adequate time for review and editing) they were agreeable to extending the contract accordingly.

The Board felt that the historical knowledge of HPNW was very important to completing the job. They also noted that if HPNW quits there would not be enough time to hire another firm this grant cycle, so it could be another two years to complete the survey. The Board asked Reitz to communicate with HPNW to see if they could continue if given with an extended schedule. Reitz concurred and will report back to the Board with updates.

- Reitz also reported that all but one preservation grant project had been completed; only the chimney repair project is outstanding (aside from tonight's grant approval). He said that he hoped to have a mock design review ready for the next meeting.
- Tsur reviewed the 2018 Work Plan, and the Board agreed that no revisions were necessary (assuming the favorable resolution of the HPNW contract).
- Cushing will attend the Knowledge Pub on January 24th.
- Legal training the dates are set for March 19th and April 9th.
- Whalen Garfias said she is working with Pacific University to try and recruit a student advisory candidate.
- Whalen Garfias also suggested a photo contest of old houses. After discussion the Board concluded that this was a great idea. She will put together a proposal for our review next month so we could start advertising to have the results by the end of May (preservation month).
- Trostle offered to be cross-trained on writing grant requests along with Brent who has already started learning that skill.

5. Adjournment: The January 23, 2018 meeting adjourned at 9:24 p.m.

These minutes respectively submitted by George Cushing, Secretary